

60 IMPORTANT RULES OF GRAMMAR

Rule 1:

The subjects Everybody / Everything / Nobody / Nothing / Somebody / Something / Anybody / Anything are singular. Hence, they take singular verb.

Ex:

1. Everybody is / are ready to do his / their work.

Ans: is & his

2. Anybody can do the work if they try / he tries.

Ans :- Replace "they try" with "he tries" because anybody is singular

3. Nothing but some books was / were available.

Ans :- was

4. Nothing but some students was present.

Ans: - Replace "nothing" with "nobody"

5. Something is / are missing.

Ans :- is

6. Some things is / are missing.

Ans :- are

7. Everybody who wants / want cake should pass his plate.

Ans :- wants

8. Everyone section of (1) / the society is feeling (2) / the pinch of rising prices and corruptions (3). / No Error (4).

Ans :- 1

Note:

a. Somebody was present, ... Weren't they ?

b. Something was present, ... Wasn't it ?

c. Nobody was present, ... Were they ?





Rule 2:

Each / Every / Either / Neither / Any / None

Each & Every :-

Both "each" and "every" can function as pronouns and adjectives, but "every" can only be written in the form of an adjective.

2). "Each" is used for two or more than two persons/things, whereas "every" is used for more than two persons/things.

3). Either: It is used for two persons/things in positive sentences.

4) Neither :- For two persons/things (in negative sentences)

None :

For more than two persons/things (in negative sentences)

Ex:

1. Each girl was / were present.

Ans :- was

2. Each of the girls was / were present.

Ans :- was

3. Every girl was/were present.

Ans :- was

4. Every of the girls was present.

Ans :- Replace “every” with “each” because we need a subject (Noun/Pronoun) & each can act as a pronoun. Every is an adjective.

5. Each student / students wish / wishes to complete his / her / their work on time.

Ans :- student, wishes & his

6. Each of the students / student wish / wishes to complete his / her / their work on time.

Ans :- students, wishes & his

7. Every class is / are ready to attend the seminar.

Ans :- is

8. Practically every part of the banana

tree is used by man.

a. Each part b. Any part

c. Most part d. No improvement

Ans :- No improvement

9. None of the two students did the work.

Ans :- Replace “None” with “ Neither”

10. Mr. Sharma has three sons, neither of them is hardworking.

Ans :- Replace “Neither” with “none”

11. Any of the two students will complete the project.

Ans :- Replace “Any” with “Either”

12. None of the pens is/are working.

Ans :- is

13. Neither of them attended the function, ……Did they…… ?

14. There are four worksheets – please take one of each/every.

Ans :- each

15. You gave me four toys, and none/any of them works. They seem broken.

Ans :- None because this sentence is negative

Rule 3:

Both …. (Used in Positive Sentences)

Both ….. And

Both can be used as both a pronoun and an adjective. With "both," the verb will always be plural.

Ex:

Both were present.
(Pronoun)

Both the students were present.
(Adjective)

1. Both the students as well as the teacher attended the meeting.

Ans :- Replace “as well as” with “and”

2. Neither of them went to the cinema.

(a) Both of them did not go

(b) Both did not go

(c) Neither did go

(d) No improvement

Ans :- No Improvement

3) Both my brother and my friends loves / love cricket.

Ans :- love

Rule 4:

If two subjects are joined by Either – or / Neither – nor / Not only – but also, the verb will be according to the subject, nearer to the verb.

Ex:

1. Neither the colour or the size of the clothes suits / suit me.

Ans :- Replace “or” with “nor” because With "neither," "nor" is always used. According to Rule of proximity, the subject is the size which is singular so, verb (suits) will also be singular.

2. Not only Ram but also his friends was / were present.

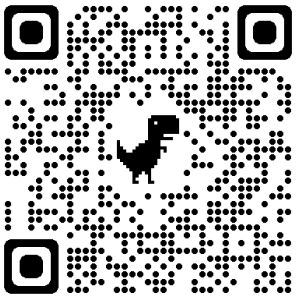
Ans :- were

3. Either the students or the principal agree / agrees to attend the seminar.

Ans :- Agrees

4. Neither of the scout leaders know (a)/ how to trap wild animals (b) or how to prepare them for mounting. (c)/ no error (d)

Ans :- Replace "know" with "knows" because with "neither," the verb should be singular. Another thing to note here is that the use of "or" is correct, as it is functioning as a conjunction connecting the phrase to another phrase.



Rule 5:

Words like hundred, thousand, million, dozen, etc., are used in the singular form when preceded by a numeral (number). All these words can function as both nouns and adjectives. While their noun form can be pluralized, their adjective form does not change to a plural form.

Ex:

(1) She has donated five-thousand rupees.

Explanation :- rupees" is a noun and the words preceding a noun typically function as adjectives.

This Sentence is grammatically correct.

(2) She has donated five-thousands rupees.

Ans :- Replace “thousands” with thousand” because rupees is noun.

Words that come before nouns are adjectives. Therefore, we cannot make 'thousand' plural here because 'thousand' functions as an adjective

(3) She has donated thousands of rupees.

Ans :- The sentence is grammatically correct. The presence of "of" indicates that "thousands" before it is functioning as a noun.

(4) She brought two dozens eggs.

Ans :- Replace "dozens" with "dozen" because here "dozen" is functioning as an adjective, which we cannot pluralize.

(5) She bought two dozen eggs.

Ans :- This sentence is grammatically correct.

(6) She bought dozens of eggs.



Ans :- "Here, 'dozens' is correct because it is functioning as a noun."

(7) Dozens of eggs was / were bought.

Ans :- Were

(8) Two-thousands people were present.

Ans :- Replace "thousands" with "thousand" because "thousand" is functioning as an adjective here.

(9) Thousands of people were present.

Ans :- This sentence is grammatically correct.

Because "thousand" is functioning as a noun here.

Rule 6 :

Uses of Until / Unless / If / Whether / That

Until :- It functions as both a conjunction and a preposition.

Unless :- It only functions as a conjunction. "Until" is used to indicate time, while "unless" is used to indicate a condition.

Ex

1. I will wait until he comes.
Ans :- "Until" is functioning as a conjunction here because it is connecting the "until clause" with another clause.

2. I will wait until Monday.
Ans :- "Until" is functioning as a preposition here.

If :- The word "if" is used to indicate a condition and to express doubt or uncertainty.



Ex.

1. If he comes, I will go.

Explanation :- Here, "if" is indicating information about a condition.

2. I don't know if he will come.

Explanation :- Here, "if" is expressing doubt.

Note :- With "if," we use "will" when expressing doubt. However, when discussing a condition, we do not use "will."

Ex.

1. If they will come, I will go.

Ans :- This Sentence is grammatically incorrect. Remove "will" because here "if" is indicating a condition.

2. I don't know if he will come.

Ans :- This Sentence is grammatically correct. Because here "if" is expressing doubt.

Whether :- The use of "whether" indicates expressing doubt or uncertainty.

That :- The use of "that" indicates expressing certainty or surety.

Ex.

1. I will wait unless / until he comes

Ans :- until, Because 'unless' indicates a condition, and 'until' denotes time, but here the discussion is about time.

2. Unless / Until he works, he will not succeed.

Ans :- Unless

Note:

1) _____he doesn't work, he will not succeed.

a. Unless b. If

Ans :- If

Note :- What is difference between If & Unless ?

Ans :- Both "if" and "unless" are used to indicate conditions.



Difference :- If + not = Unless

It means that "not" can be used with "if," but you cannot use "not" with "unless" because "unless" itself carries a negative connotation.

Ex.

One can't succeed in life (a)/ unless one are (b)/ not punctual in one's work. (c)/ No error (d)

Ans :- b

Explanation :- Replace "unless one are" with "if one is".

Ex.

1. I don't know if / whether he will come.

Ans :- Answer: Both "if" and "whether" are correct here. You can use either of them.

2. I don't know if / whether he will come or not.

Ans :- Use "whether" because "or" is not used with "if."

3. I have few doubts that / whether he will come.

Ans :- Use "that" because "few" indicates that there's almost no doubt, meaning I'm sure. When discussing certainty, use "that.

4. I have a few doubts that / whether he will come.

Ans :- Use "whether" because "a few" implies some uncertainty, meaning I'm unsure. Use "whether" when there's doubt.

Note :

Use "that" with "if" when discussing a condition, but when there's doubt, don't use "if" with "that."

1. I don't know that if he will complete the work on time.

Ans :- This sentence is grammatically incorrect because it indicates doubt using "if."

2. I know that if he helps me, I will be able to do the work.

Ans :- This sentence is grammatically correct because it presents a conditional situation using "if."



Rule : 7

Avoid using double comparatives and double superlatives.

Ex.

1. He is more wiser than his brother.

Ans :-

Remove "more" because two comparative degrees, "more" and "wiser," cannot be used together.

2. Sachin is capable of doing more better work.

Ans :- Remove "more" because two comparative degrees, "more" and "better," cannot be used together.

3. She is the most smartest girl in the class.

Ans :- Remove "most" because two superlative degrees, "most" and "smartest," cannot be used together.

4. She is the most intelligent girl in the class.

Ans :- This sentence is correct.

Note:-

More better ✗

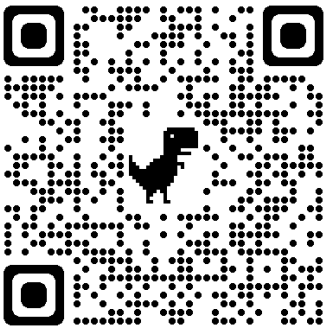
Much better ✔

Better is not used with "more," but it can be used with "much,"

Ex.

1. She is feeling much better.

Ans :- This sentence is correct.



Rule : 8

The words " comparatively" and "relatively" take adjectives of POSITIVE DEGREE.

Ex.

1. The weather is comparatively hot / hotter.

Ans :- Hot is used because when making a comparison yourself, you don't use a comparative degree; instead, you use the positive degree.

2. The train is relatively slow / slower.

Ans :- Slow is used because when you're making the comparison yourself, you don't use a comparative degree; instead, you use the positive degree.

3. Earlier job opportunity were comparatively good / better.

Ans :- Good is used because when making the comparison yourself, you don't use a comparative degree; instead, you use the positive degree.

4. It does more harm than good / better.

Ans :- Good, because you use the comparative degree before "than," not after it.

Rule : 9

Whenever the words "twice," "thrice," "two times," etc., appear in a sentence, you use the comparative form "as - as." And when you have a comparison using "as - as" in a sentence, the positive degree will come between the two "as" words.



1. He is twice taller than his brother.

Ans :- Replace “taller than” with “as tall as”

2. He is two times taller than his brother.

Ans :- Replace “taller than” with “as tall as”

3. He is two times as tall as his brother.

Ans :- This sentence is correct.

4. He is equally as smart as his brother.

Ans :- Remove "equally" because you cannot use "equally" and "as - as" for comparison together.

5. How many eggs and money do you need ?

Ans :- Add "how much" before "money" because "egg" is a countable noun, and "money" is an uncountable noun. You use "many" with countable nouns and "much" with uncountable nouns.

6. These all mangoes are ripe.

Ans :- Replace "these all" with "all these" because "this," "that," "these," and "those" are demonstrative adjectives, and adjectives typically come before nouns.

Rule : 10

If two qualities of the same person/thing are compared, the comparative degree is made not by using “er” but by using “more”.

Ex.

1. She is smarter than her sister.

Ans :- This sentence is correct.



2. She is smarter than beautiful.

Ans :- Replace "smarter" with "more smart" because when comparing two qualities of the same person, you use "more" instead of adding "er."

3. He is braver than his brother.

Ans :- This sentence is correct.

4. He is braver than wise.

Ans :- Replace "braver" with "more brave" because when comparing two qualities of the same person, you use "more" instead of adding "er."

Rule 11:

Ensure that the verb is according to main subject (and not qualifier).

Whenever there is a problem in identifying the main subject and qualifier, you can use the preposition "of" for clarification. The subject before the preposition is the main subject, and the subject or object after the preposition serves as the qualifier or object of the preposition.

Ex.

(a) The box of Nestle's chocolates is / are missing.

Ans :- is, because the main subject is the box which is singular.

(b) The boxes of Nestle's chocolates is / are missing.

Ans :- are, because the main subject is the boxes which is plural.



(c) The decoration of the rooms is / are beautiful.

Ans :- is, because the main subject is the decoration which is singular.

1. From my hotel I could see that a flock of birds were flying over the lake.

a. From my hotel b. I could see

c. over the lake d. were flying

Ans :- d

Explanation :- a flock is singular. So, the verb will also be singular.

2. The prices of tomatoes has soared up to Rs. 65 - 70 per kg in many parts of the country.

a. soared up b. No error

c. The prices of tomatoes has

d. in many parts of the

Ans :- c

Explanation :- Replace "has" with "have".

3. A letter of recommendation (1) / from the principal and (2) / the Head of English department have helped him to get the lucrative job. (3) / No Error (4).

Ans :- 3

Explanation :- Replace "have" with "has" because main subject of the sentence is "a letter of recommendation" which is singular.

4. The latest global snapshot of (1) / student performance show decline in scores (2) / in the US and stagnant performance in science and reading. (3) / No Error (4).

Ans :- 2

Explanation :- Replace "show" with "shows" because the main subject is the latest global snapshot which is singular.



5. One-third of the pillar has/have rotted away.

Ans :- has, because the main subject is pillar which is singular.
"One-third," "two-thirds," etc., are numeral adjectives. For any sentence to serve as a subject, it should be a noun or pronoun.

6. One-third of the pillars has/have rotted away.
Ans :- have
7. Two-thirds of the pillar has / have rotted away.
Ans :- has
8. Two-third of the (1)/ pillar has (2)/ rotted away (3)/ no error(4)
Ans :- 1
Explanation :- Replace “two-third” with “two-thirds” because two is used.

9. A third of us (a)/ feels compelled to check our phones (b)/ in the middle of the night. (c)/ no error (d)
Ans :- b

Explanation :- Replace “feels” with “feel” because the main subject is us which is plural.

Rule 12 :

SUBJECT	NOUN	VERB
1. MANY, NUMBER	PLURAL	PLURAL
2. A MANY, A NUMBER	PLURAL	PLURAL
3. MANY A	SINGULAR	SINGULAR
4. THE MANY, THE NUMBER	PLURAL	SINGULAR
5. MORE THAN ONE	SINGULAR	SINGULAR
6. MORE THAN TWO	PLURAL	PLURAL

7. MORE PERSON THAN ONE	PLURAL	PLURAL

Ex.

(i) Many a girl / girls go / goes to college in time.

Ans :- girl & goes

(ii) A good many girl / girls go / goes to college in time.

Ans :- girls & go

III. Many a man have (a)/ come to India from Canada (b) / to live here permanently.(c)/ no error (d)

Ans :- has

IV. A great many student (a) have been declared (b)/ successful (c)/ no error (d)

Ans :- Replace "student" with "students" because after "many," a plural noun should be used, especially since the verb "have" is plural ahead.

V. More than one room / rooms is /a re vacant.

Ans :- room & is

VI. More than two room / rooms is / are vacant.

Ans :- rooms & are

VII. More rooms / room than one is / are vacant.

Ans :- rooms & are

VIII. The number of orders is / are small.

Ans :- is

IX. The number of student / students was / were low.

Ans :- students & was



Rule 13:

1. Mr. Sharma is one of our officers who is / are always alert.

Ans :-

"Are" is used because whenever a relative pronoun appears in a sentence, its subject is determined by the noun immediately preceding it. Therefore, in this case, our subject is "our officers," which is plural.

2. Mr. Sharma is only one of our officers that is/are always alert.

Ans:- "Is" is used because the sentence is talking about only one officer, indicating that the discussion is specifically about a single officer.

3. Mr. Sharma is one of our only officers that is/are always alert.

Ans :- "Are" is used because the sentence is referring to multiple officers, indicating that there are only a few officers, giving a plural sense.

4. It is I who is/am responsible for the mistake.

Ans :- "Am" is used because "who" is a relative pronoun, and before "who" is "I," which is singular, so the verb also needs to be singular.

5. He is one of the best writers that has / have ever lived.

Ans :- "Have" is used because "that" is a relative pronoun, and the subject before "that" is "writers," which is plural.

Rule 14

Use of Tense in Conditional Sentences.

Ex.

a) If you will come, I will go. ✗

b) If you come, I will go. ✓

Note:-

In a conditional sentence, you cannot use two "Future Tense" verbs. The conditional clause will be in the "Simple Present" tense. Similarly, a conditional sentence can also be used in the past tense.

a. If he comes, I will go.
(Simple Present) (Simple future)

b. If he came, I would go.
(Simple Past) (Simple Past)

c. If he had come, I would have gone.
(Perfect) (Perfect)

NOTE:

(I) If he would have read (a) / the instructions carefully (b) / he would not have committed mistakes.(c) / No Error.(d)

Ans :- a

Explanation :- Replace "would have" with "had read" because just as you cannot have two "will/shall" in a conditional sentence, similarly, you cannot have two "would/could/should have." Therefore, the conditional clause needs to be in the past perfect form.

(ii) If we had Mohan (a) / in our team (b) / we would have won the match. (c) / No Error. (d)

Ans :- a (had had Mohan)

Explanation :- Add "had" after "we" because when you look at the second part of the sentence and see it's in the past perfect, then the first part also needs to be in the past perfect tense.



Rule 15:

Note :- If time is being specified in any sentence, the sentence should be kept in the simple past tense. However, if an action is being added to the sentence, then it should be in the past perfect or present perfect tense.

(a)

I. He has left for London last night.

Ans :- Replace "has left" with "left" because in this sentence, when time is specified, the sentence should be in the simple past tense.

II. He has left for London.

Ans :- This sentence is correct.

(b) She had seen the movie yesterday.

Ans :- Replace "had seen" with "saw" because in this sentence, time is being specified.

(c) Two years ago, the earthquake had destroyed the city.

Ans :- Replace “had destroyed” with “destroyed”

(d) I was hearing the dog barking last evening.

Ans :- Replace "was hearing" with "heard" because the sentence refers to "last evening."

(e) Newton has discovered that the force of gravitation makes apples fall.

Ans :- Replace “has discovered” with “discovered”

(f) I have taken my lunch.

Ans :- This sentence is correct

(g) I have taken my lunch an hour ago.

Ans :- Replace “have taken” with “took”

Rule 16:

With expressions such as “IT’S TIME”, “IT’S HIGH TIME”, “IT’S ABOUT TIME” , always take Simple past.

Ex:

(a) It’s time he goes / went / had gone to school.

Ans :- went

(b) It’s time to do the work.

Ans :- This sentence is correct because an infinitive follows "it's time."

(c) It’s high time he does / did the work.

Ans :- did

Rule 17:

Suppositional sentences having phrases like “I wish”, “He / She wishes”, “as if”, “ as though”, and indicating some unfulfilled wish / desire take the simple past.

Ex:

(a) I wish I was / were a doctor.

Ans :- "Were" is used because in a suppositional sentence, the tense will always be past and in the plural form.

(b) If she was / were a bird, she would fly.

Ans :- were

(c) He behaves as if he knows / knew everything

Ans :- knew

(d) He commands as though he was / were my boss.

Ans :- were

Rule 18.

If two nouns are joined by prepositions, the noun on either side is SINGULAR and the verb is also SINGULAR. But nouns should be the same.

Ex:

1. Women after women spoke against the cruel practices of dowry.

Ans :- Woman after woman

2. Days by days, he is becoming weaker.

Ans :- Day by day

3. Pile on pile of books was/were arranged.

Ans :- was

4. Page after page of the Gita was/were read.

Ans :- was

5. He enquired from doors to doors.

Ans :- door to door

Rule 19:

If pronouns like somebody, anybody, everyone, something etc. are followed by “else”, apostrophe ‘s’ is used with “else”.

Ex:

(a) Somebody’s purse has been stolen.

Ans :- This sentence is correct.

(b) Somebody’s else’s purse has been stolen.

Ans :- The sentence is incorrect because whenever words like "somebody," "anybody," "everyone," "something," etc., are followed by "else," an apostrophe is added to "else."

(c) Somebody else’s purse has been stolen.

Ans :- This sentence is correct.

Note:

(d) Ram’s uncle’s friend.

Ans :- In any sentence, two apostrophes cannot come together, but when connected with a conjunction, two apostrophes can appear together.

Correct form :- Friend of Ram’s uncle



Rule 20:

Two or more nouns joined by “and” implying separate possession must take separate possessive sign or apostrophe.

Ex:

a. I went to Ram’s and Sita’s house and found the couple missing.

Ans. Replace "Ram's" with "Ram" because whenever two subjects come in a sentence and both work together as a single unit or both refer to the same thing, the apostrophe will be placed with the second one.

b. Mala’s and Priya’s account.

Ans :- This is correct. Since here both Mala and Priya have separate accounts, apostrophes will be used with both of them.

c. Mala’s and Priya’s joint account.

Ans :- Replace "Mala's" with "Mala" because here both share the same account.

Rule 21:

1. One and a half hour. ✗
2. One and a half hours. ✓
3. An hour and a half. ✓
4. Two and a half kilometers. ✓
5. Two kilometers and a half. ✓

Ex:

1. One and a half years was/were wasted.

Ans :- were

2. A year and a half was/were wasted.

Ans :- was

Rule 22:

Compound noun is a noun which is made of two or more words. In order to make compound nouns plural, we have to add s/es/ies to the root words.

SINGULAR	PLURAL
1. Son-in-law	1. Sons-in-law
2. Brother-in-law	2. Brothers-in-law
3. Commander-in-chief	3. Commanders-in-chief
4. Passer by	4. Passers by
5. Onlooker	5. Onlookers /lookers-on
6. Maid-servant	6. Maid-servants
7. Step-daughter	7. Step-daughters
8. Book Fair	8. Book Fairs
9. Spoonful	9. Spoonfuls
10. Member of Parliament	10. Members of Parliament
11. Chief Minister	11. Chief Ministers
12. Landlord	12. Landlords
13. Girl student	13. Girl students
14. Man athlete	14. Men athletes
15. Woman athlete	15. Women athletes
16. Man servant	16. Men servants
17. Man hater	17. Man haters
18. Woman lover	18. Woman lovers
19. Bed-room	19. Bed-rooms
20. Man-of-war	20. Men-of-war

NOTE:

1) Haves and haves not ✗

Haves and have nots ✔

2) Whereabout ✗

whereabouts ✔

Ex:

(a) He refused to divulge any information regarding her whereabouts / whereabout.

Ans :- whereabouts

(b) The population of India is divided into two classes - Haves and Have nots/haves and haves not.

Ans :- Haves and have nots

(c) All his sister-in-laws are married and settled in London.

Ans :- Replace “sister-in-laws” with “sisters-in-law” because plural of sister-in-law is sisters-in-law.

Note: **When forming a plural, an "s" is added to the root word, but when indicating possession, an apostrophe is added to the last word.**

1. The commander's-in-chief orders arrived late and the forces had to retreat.

Ans :- Replace "commander's-in-chief" with "commander-in-chief's"

2. I attended my sister's-in-law marriage yesterday.

Ans :- Replace "sister's-in-law" with "sister-in-law's"

Rule 23:

You don't use "brother/sister" with the word "cousin," but when the gender is not clear, you can use it.

1. He is my cousin brother.

Ans. This is incorrect. Because in this sentence with "cousin," you don't use "brother" since the word "he" is used, indicating the gender. So, there's no need to use "brother."

2. She is my cousin sister.

Ans : This is incorrect. Because in this sentence with "cousin," you don't use "sister" since the word "she" is used, indicating the gender. So, there's no need to use "sister."

3. I went to the temple with my cousin sister.

Ans :- This sentence is correct. Because the gender was not clear here, the word "sister" was used to specify the gender.

4. It was a blunder mistake.

Ans :- Remove "mistake" because blunder and mistake both are nouns and give same meaning. 2 nouns cannot come together. So, we remove mistake.

5. The angry mob attacked the police officers.

Ans :- Remove "angry" because an angry crowd is referred to as a "mob," so there's no need to use "angry" with "mob."



6. He is a coward person.

Ans :- Remove “person” because coward and person both are nouns. 2 nouns cannot come together. So, we remove person.

7. What is the passing/pass marks in Mathematics?

Ans :- pass

8. Which is the link / linking road to the city?

Ans :- link

9. Put your sign / signature on the documents.

Ans :- signature

Sign (verb) means हस्ताक्षर करना

Sign (noun) means चिन्ह

Signature (noun) means हस्ताक्षर

10. The documents should have your photo/photograph attached to it.

Ans :- Photograph

Photo is intangible image

Photograph is physical image

11. He is a pick pocket / pick pocketer.

Ans :- pick pocket

12. The house is made up of bricks.

Ans :- Brick, because "brick" does not have a plural form.

13. I already have the equipments / equipment required for the work.

Ans :- Equipment, because "equipment" does not have a plural form since a group of tools is referred to as equipment.

14. The train which met with an accident was carrying some army personnels/personnel.

Ans :- Personnel, because "personnel" is inherently plural on its own, and it does not take an 's'.

15. The authority/authorities didn’t pay heed to his matter.

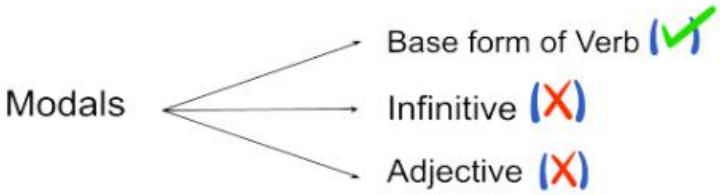
Ans :- authorities

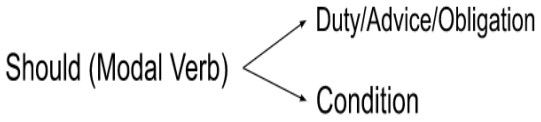
Authority means Power

The authorities means persons in power



Rule 24:





1. You should not boasting of your achievements.

Ans :- Replace "boasting" with "boast" because "should" is a modal verb, and after a modal verb, the verb should be in its base form.

2. The pedestrians should to be cautious while crossing the road.

Ans :- Replace "to be" with "be" because "should" is a modal verb, and after a modal verb, the verb should be in its base form. (The "to be" form is an infinitive that acts as a noun.)

3. The conference will been a celebration of women's achievements.

Ans :- Replace "been" with "be" because "will" is a modal verb, and after a modal verb, the verb should be in its base form.

4. We should honest in our dealings.

Ans :- Add "be" after "should" because whenever an adjective comes after a modal verb, "be" is added after the modal verb.

5. She must not to waste time.

Ans :- Replace "to waste" with "waste" because "must" is a modal verb, and after a modal verb, the verb should be in its base form.

6. A new chapter may been put forth that India gained independence only in the year and not in 1947.

Ans :- Replace "been" with "be" because "may" is a modal verb, and after a modal verb, the verb should be in its base form.



Rule 25:

(a) Ex.:-

i) We should respect our elders.
(Advice)

ii) Should he work, he will succeed.
(Condition)

Note:-

1. If he works, he will succeed.

2. Should he work, he will succeed.

"Should as a modal verb can also be used to express "condition"

b. He said, " I shall do the work.

He said that he should/would do the work.

Ans :- Would, because the past tense forms of "shall" are "should" and "would." "Should" is used when giving advice, while "would" is used when the context doesn't involve advice.

c. He said, "We should respect our elders."

He said that they would/should respect their elders.

Ans :- Should, because here it is conveying a sense of advice.

d. Should / Ought to / Had better

These words like "duty" and "advice" convey a sense of obligation or advice.

"Better" (in the context of "Had Better") takes the base form of the verb and is in the present tense.

Ex.

1. You had better gone/go to school on time.

Ans :- go

2. You should go to school on time.

Ans :- This sentence is correct.

3. You had better to stop taking medicine which have side effect.

Ans :- Replace "to stop" with "stop"



Rule 26:

Used To

It denotes a habit of the past. "Used to" can be used both as a "modal verb" and an "adjective."

If it functions as a modal, it takes the base form (V1) of the verb. However, if it acts as an adjective, it takes the gerund form (ending in "ing"). The gerund, in its "ing" form, functions as a noun and describes the noun.

Ex:

1. He used to work hard.

Ans :- Here, "used to" functions as a modal verb because after a modal verb, the verb is in its base form, which is "work."

2. He is used to work / working hard.

Ans :- working, because here "used to" is functioning as an adjective. If "used to" were a modal verb, it would serve as a helping verb. Since "is" is already present, which acts as the main verb, in this context, "used to" acts as an adjective.

3. He is used to hard-work.

Ans :- This sentence is correct. (Here, "hard-work" is a noun, and "used to" acts as an adjective.)

4. He got used to work/working hard.

Ans :- working, because here "got" is the main verb, and "used to" functions as an adjective.

5. Camels are used to carry / carrying loads.

Ans :- carry, because the sentence is in the passive voice. In passive constructions, "used to" functions as the main verb, and after "to," the base form (V1) of the verb is used.



Rule 27:

Can / Could :- Both can / could denotes ability / capability. We do not use "able/capable" with "can/could" because both convey the same meaning.

May / Might :- Both of these words indicate possibility. We do not use "possible/likely" with "may/might" because both convey a similar meaning.

(a) He may possibly attend the party.

Ans :- Remove "possibly"

(b) It may likely rain.

Ans :- Remove "likely" because likely word bhi possibility batata hai.

(c) I can be able to do the work.

Ans :- Remove "be able to"

(d) Because of heavy rain, the students could not be able to attend the meeting.

Ans :- Remove "be able to"

Rule 28:

The phrases " with a view to" and "looking forward to" always take Gerunds. Both are prepositional phrases which take noun in the form of Gerund(ing).

(1) Looking forward to – expect / anticipate something positive

(2) With a view to – with the purpose of

Ex:-

1) I come here to teach. ✔

2) I come here with a view to teach/ teaching.

Ans :- teaching

3) I hope to meet you. ✔

4) I am looking forward to meet/ meeting you.

Ans :- meeting

5) I am looking forward to good results. ✔

6) We are looking forward (a) / to hear news (b)/ about the missing fisherman. (c) / No error (d)

Ans :- b



Explanation :- Replace "hear" with "hearing" because "looking forward to" is followed by a gerund.

7) With a view to avoid (a) / traffic accidents (b)/ the road was blocked. (c) / No error (d)

Ans :- a

Explanation :- Replace "avoid" with "avoiding" because "a view to" is followed by a gerund.

Rule 29:

Gerund :-

When the "...ing" form of a verb acts as a noun, it is called a gerund. For it to be a gerund, that "...ing" form either needs to function as the subject or object in the sentence.

Ex:

1. Swimming is good for health.
(Gerund)

2. He enjoys swimming.
(Gerund)

3. He is fond of swimming.
(Gerund)

4. No smoking.
(Gerund)

Participle :

When Verb acts as an adjective. It is called participle.

A) Present Participle:- When "...ing" form acts as an adjective.

B) Past Participle:- When "V3" form acts as an adjective.

Ex:

1) The book is interesting.
(Present Participle)

2) The broken glasses were repaired.
(Past Participle)

Note: -

Gerund:- It takes a possessive case.

Participle:- It takes an objective case.

Ex:-

1. I don't mind him/ his staying late hours.

Ans :- his

2. My father appreciates me/ my working hard.

Ans :- my

3. Due to me (a) / being a new comer (b) / does not excuse your fault. (c) / No error (d)

Ans :- a

Explanation :- Replace "me" with "my" because "due to" is a prepositional phrase, and after a prepositional phrase, a gerund follows. "Being" is a gerund, and before a gerund, the possessive case is used.

4. I don't mind (a)/ Rohan staying (b)/ late hours with his friends. (c)/ No error (d)

Ans :- b

Explanation :- Replace "Rohan" with "Rohan's"

5. I saw him/ his leaving the house.

Ans :- him

6. My father appreciated me/ my working hard.

Ans :- my

7. He saw us/ our parking the car.

Ans :- us

Rule 30:

INFINITIVE (T0+V1)

An infinitive takes the base form of a verb.

It acts as a Noun (sub/object) in a sentence.

Ex:-

(a) To learn a new language is difficult.

(b) To err is human and to forgive is divine.

(c) He wishes to earn money quickly.

(d) He comes to see me everyday.

(e) The train is about to enter the station



Note:

Bare infinitive (Without “to”)

Certain verbs/ phrases take Bare Infinitives.

Ex:-

make/ made, Bid/ Bade, See/ Saw, hear/ heard, let, but, than, except, would rather, sooner than. These words take a bare infinitive with them.

Ex:-

(a) I ordered him to do the work. (✔)

(b) I bade him to do the work. (✘)

Ans :- Remove “to”

(c) I was bade to do the work.

Ans :- This sentence is correct.

Because "bade" takes a bare infinitive when the sentence is in the active voice, but in the passive voice, "to + V1" can be used.

(d) The cruel lady made her servant to do all the household chores.

Ans :- Remove “to”

(e) I was made to do all the work.

✔ (Passive Voice)

(f) I let him to enter the room.

Ans :- Remove “to”

(g) He does nothing else but to play.

Ans :- Remove “to”

(h) I would rather go to school than to stay at home.

Ans :- Remove “to”

(I) To die with honour is better than to live with dishonor.

Ans :- This sentence is correct.

Because Here, there's a comparison between the infinitive "to die" and the infinitive "to live." When making a comparison, "than" is used with "to" to form the comparison correctly.

Note:

1. Help : With "help," both the infinitive and bare infinitive can be used.

a) I helped her do the work. ✔

b) I helped her to do the work. ✔

2. See : With "see," both the bare infinitive and the present participle can be used.

a) I saw her do the work. ✔



b) I saw her to do the work. ✗

Ans :- Remove "to" because "saw" takes a bare infinitive.

c) I saw her doing the work. ✓

(Present Participle)

Note:

(a) He couldn't help but shed / to shed / shedding tears.

Ans :- Shed, because "but" takes a bare infinitive with it.

(b) He couldn't stop himself from shed / to shed / shedding tears.

Ans :- Shedding, because "from" is a preposition, and after a preposition, a noun follows. Therefore, we would use the verb's "...ing" form because the "...ing" form of the verb functions as a gerund.

Rule 31:

V1	V2	V3
Lie (untruth)	Lied	Lied
Lie (on bed)	Lay	Lain
Lay	Laid	Laid
Rise	Rose	Risen
Raise	Raised	Raised
Fly	Flew	Flown
Flow	Flowed	Flowed
Overflow	Overflowed	Overflowed
Hang (prisoner)	Hanged	hanged
Hang (cloths/photos)	Hung	Hung
Bear	Bore	Born
Bear	Bore	Borne
Bore	Bored	Bored
Find	Found	Found
Found	Founded	Founded

Hide	Hid	Hidden
Begin	Began	Begun
Come	Came	Come
Run	Ran	Run
Swim	Swam	Swum
Cast	Cast	Cast
Broadcast	Broadcast	Broadcast
Telecast	Telecast	Telecast
Forecast	Forecast	Forecast
Slay	Slew	Slain
Bid (Auction)	Bid	Bid
Bid (Order)	Bade	Bidden
Hold	Held	Held
Beat	Beat	Beaten
Bite	Bit	Bitten
Build	Built	Built
Send	Sent	Sent
Spread	Spread	Spread
Fall	Fell	Fallen

Fell	Felled	Felled
Feel	Felt	Felt
Shoot	Shot	Shot
Wind	Wound	Wound
Wound	Wounded	Wounded
Burst	Burst	Burst
Bust	Busted	Busted
Cost	Cost	Cost
Grind	Ground	Ground
Ground	Grounded	Grounded

Ex:

1. He lay / laid in the shade of the tree.

Ans : lay

2. He lied / lay to me yesterday.

Ans : lied

3. The hens have laid / lain eggs.

Ans : laid

4. He lay / laid the luggage aside.

Ans : laid

5. The water level raised / rose by two feet.

Ans : rose

6. He raised / rose many questions.

Ans : raised

7. The rivers have overflown / overflowed the banks.

Ans :- overflowed

8. The clothes were hanged / hung.

Ans :- hung

9. The prisoner was hanged / hung.

Ans : hanged

10. He hanged / hung his face in shame.

Ans : hung

11. Such inequalities can be founded/ found in the constitutions of other countries.

Ans : found

12. He has borne/born many difficulties in life.

Ans : borne

13. Gandhi was born/borne on 2nd October.

Ans : born

14. The birds have flown/flowed.

Ans : flown

15. He rose/raised the flag.

Ans : raised

Note:

1) ADVICE : - Noun
   ADVISE : - Verb
2) PRACTICE : - Noun
   PRACTISE : - Verb
3) LICENCE : - Noun
   LICENSE : -Verb
4) EFFECT : - Noun
   AFFECT : - Verb
5) COMPLAINT : - Noun
   COMPLAIN : - Verb
6) AVENGE : - Verb
   REVENGE : - Noun and Verb

When revenge acts like verb, it will take reflexive pronoun.

Ex:

1. He lied on the grass (a) / for hours (b) / enjoying the cool breeze. (c) / no error (d)

Ans :- a

Explanation :- Replace "lied" with "lay"

2. The process of (a) / receiving figures of damage (b) / to get additional compensation has began. (c) / no error (d)

Ans :- c

Explanation :- Replace "began" with "begun" because after "has/have/had," the verb takes its third form.

3. The assassin was convicted (a) / and ordered to (b)/ be hung last month. (c) / no error (d)

Ans :- c

Explanation :- Replace “hung” with “hanged”

4. He was so inquisitive (a) / that he rose many (b)/questions in the class. (c) / no error (d)

Ans :- b

Explanation :- Replace “rose” with “raised”

5. After the allotted time was over (a)/ they torn of all (b)/ the papers which they had used (c)/ no error (d)

Ans :- b

Explanation :- Replace "torn" with "tore" because the sentence is moving into the simple past tense. The second form of "tear" is "tore," and its third form is "torn."

6. This pen is (a)/ very good but (b)/ it costed me ten rupees. (c)/ no error (d)

Ans :- c

Explanation : Replace "costed" with "cost" because the sentence is moving into the present tense.

Rule 32:

When a sentence has two separate subjects, with one being singular and the other plural, each requires a different auxiliary verb. However, if both are either singular or plural, then a single auxiliary verb can be used for both.



1. Two were killed and one injured.

Ans :- Add “was” after one

2. One was killed and two injured.

Ans :- Add “were” after two

3. He has and will help the poor.

Ans :- Add “helped” after has

4. His assistants have and are still doing great jobs.

Ans :- Add “done” after have

Rule 33:

Questions based on stative and action verb

A. Stative Verb It always takes an ADJECTIVE.

Stative Verb :- A stative verb is one used to describe a state or situation

Ex. :-

Opinions and beliefs: believe, know, think, support, disagree

Emotions: like, love, hate, need, want, wish, desire, fear

The senses: look, see, appear, taste, sound, hear, feel, seem, smell

Possession: have, own, possess, belong, control

Condition: weigh, lack, involve, resemble, include

B. Action Verb:- It takes an ADVERB.

Action Verb :- a verb that expresses action

Ex. :- Run, walk, jump, talk, sing, speak, eat, drink, cry, skip, pull, push, fetch, give, make, bake, try, bring, teach, study, etc.

Ex:

(i) The birds sang sweet/sweetly.

Ans :- sweetly

(ii) He was smiling sweet/sweetly at me.

Ans :- sweetly

(iii) The food tasted sweet/sweetly.

Ans :- sweet

(iv) He was weeping bitter/bitterly.

Ans :- bitterly



(V) The food tasted bitter/bitterly.

Ans :- bitter

(VI) He was bitter/bitterly disappointed.

Ans :- bitterly

(VII) She looks beautiful/beautifully.

Ans :- beautiful

(VIII) She was feeling hungry/hungrily.

Ans :- hungry

(IX) She ate all the food hungry/hungrily.

Ans :- hungrily

(X). He is being (a) / very politely (b) / for the reason best known to him (c) no error (d)

Ans :- b

Explanation :- Replace "politely" with "polite" because "being" is a stative verb, and after a stative verb, an adjective is used.

(XI). Mangoes taste (a) / more sweetly than (b) / any other fruit of this world (c) / No error. (d)

Ans :- b

Explanation :- Replace "more sweetly" with "sweeter" because "taste" is a stative verb, and after a stative verb, an adjective is used.

Note:

1. The flowers smell so sweetly that I want to pluck them.

a. Smelling so sweetly

b. will smell so sweet

c. smell so sweet ✔

d. no improvement

2. The old man is blindly, (a)/ so don't call him a liar when (b)/ he says that he can't read. (c)/ no error (d)

Ans :- a

Explanation :- Replace "blindly" with "blind" because "is" is a stative verb, and after a stative verb, an adjective is used.

3. He is having a meeting tomorrow. ✔

Ans :- When referring to possession, "have" does not form a gerund (..."ing"). However, here, it is not talking about possession.

4. I am having dinner. ✔

5. He is seeing the movie.

Ans :- Replace "seeing" with "watching" because when conveying the sense of watching, "see" does not take the "...ing" form.



6. He is seeing the PM tomorrow. ✔

Explanation :- because here, "seeing" conveys the sense of meeting.

7. Seeing is believing. ✔

Explanation :- :- Here, "seeing" is functioning as a gerund.

Note:

1. Every year our association is having a meeting to elect the officer.

a. has a meeting ✔

b. are having a meeting

c. having a meeting

d. no improvement

Explanation :- Because the phrase "every year" indicates that we are talking about a habitual action. Whenever discussing a habitual action, its tense is always simple present.

2. I think our furniture needing to be polished.

a. needs to be polished ✔

b. need to polish

c. is needing to be polished

d. no improvement

Explanation :- "Need" is a stative verb, and stative verbs do not have an "...ing" form. Since "furniture" is singular, the verb should also be singular.

3. I can't go out in the rain as I am not having an umbrella.

a. have no umbrella

b. don't have an umbrella ✔

c. don't have the umbrella

d. no error

Explanation :- "Have" does not take an "...ing" form when referring to possession.

4. I am thinking (a)/ you were aware (b)/ of the rules and regulations before joining. (c)/ no error (d)

Ans :- a

Explanation :- Replace "am thinking" with "think"

5. Some people are believing (a)/ that women cannot (b) compete with men. (c)/ no error (d)

Ans :- a

Explanation :- Replace "are believing" with "believe" because a general statement is being made here. When

making a general statement, the tense is always simple present.

6. Ramesh smiled when he was remembering (a)/ his hard early years (b)/ and his long road to success. (c)/ no error (d)

Ans :- a

Explanation :- Replace "was remembering" with "remembered" because "remember" does not have an "...ing" form.

7. People who are not belonging to (a)/ any nationalist party (b)/ want to divide the country. (c)/ no error (d)

Ans :- a

Explanation :- Replace "are not belonging" with "do not belong" because "belong" does not have an "...ing" form.

Rule 34:

PERSONAL PRONOUNS

Cases of Personal Pronouns

Nominative/Subjective case		Objective case	Possessive Adjective	Possessive Pronoun
1st Person	1. I 2. WE	1. ME 2. US	1. MY 2. OUR	1. MINE 2. OURS
2nd Person	1. YOU	1. YOU	1. YOUR	1. YOURS
3rd Person	1. HE 2. SHE 3. IT 4. THEY	1. HIM 2. HER 3. IT 4. THEM	1. HIS 2. HER 3. ITS 4. THEIR	1. HIS 2. HERS 3. 4. THEIRS

USES OF PERSONAL PRONOUNS

(1) If two or more pronouns are joined by “AND”, “OR”, they should be in the same case.

Ex:

a) These books are for you and I. ✗

Ans :- Replace “I” with “me” because I is a subjective case. But we need an objective case.

b) You and I will do the work. ✓

c) Ram or myself will do the work.

Ans :- Replace "myself" with "I" because "myself" is a reflexive pronoun, and to be the subject of the sentence, it needs to be in the subjective case.

D. There is an understanding between Ram and I.

Ans :- Replace “I” with “me” because I is a subjective case. But we need an objective case.

(2) After the word “LET”, the pronoun is always in the objective case.

Ex:

(a) Let him do the work. ✔

(b) Let us attend the meeting. ✔

(c) The principal ordered the peon to let Ram and I enter his chamber.

Ans :- Replace “I” with “me” because I is a subjective case. But we need an objective case.

(3) After the phrases “It is” or “It was”, the pronoun is in the subjective case.

Ex:

(a) It was him/he who helped me to do the work.

Ans :- he

(b) It is me/I who am responsible for the mistake.

Ans :- “I”

NOTE:

Ex:

(a) If I were he/him, I would help her with money.

Ans :- he

(b) If they were I/me, they would not oppose their boss.

Ans :- I

(c) I supposed Ram to be Shyam.

Ans :- This sentence is correct.

(d) I supposed Ram to be he/him.

Ans :- him, because when making a comparison with an object, it should be compared with another object.

(4) After the word “THAN”, the pronoun can be in the subjective as well as in the objective case.

Ex:

(a) I know better than he/him.

Ans :- he, because here the comparison is being made between subjects.

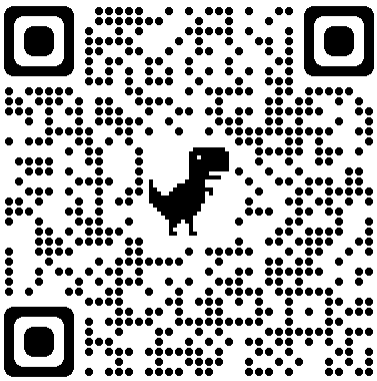
(b) I know you better than he/him.

Ans :- him, because the comparison is being made between "you" (subjective case) and "him" (objective case).

(c) I know you better than he/him.

Ans :- He, because the comparison is being made between "I" and "he" (both in the subjective case).

Note :- Sentence (b) & (c) are both correct. While both could be possible here, the meanings of the two will be different.



Rule 35:

Reciprocal Pronouns

EACH OTHER / ONE ANOTHER

(1) Each other For two persons/things.

(2) One another For more than two persons/things.

Ex:-

(a) The two cats were fighting with each other /one another.

Ans :- each other

(b) All the students of the class help each other / one another.

Ans :- one another

(c) He was so afraid that his knees knocked against each other / one another.

Ans :- each other



Rule 36

WHO:- It is used for the subject.

WHOM:- It is used for the object.

Ex:

1) Marie curie was a scientist who / whom won two nobel prizes.

Ans :- who

2) The person who / whom helped him is my old friend.

Ans :- who

3) I will visit my parents who / whom live in Delhi.

Ans :- who

4) He is not one of those who / whom will help everyone he meets.

Ans :- who

5) The person to who / whom I am speaking is my old friend.

Ans :- whom, because whenever a sentence contains the preposition "to," it must be followed by the objective case.

6) By who / whom was the Ramayana written ?

Ans :- whom

7) With who / whom did you travel ?

Ans :- whom

Note:

1) The person who / whom I met yesterday is my friend

Ans :- whom

2) The person who / whom met me yesterday is my friend.

Ans :- who

3) He is the person who / whom, everyone thought, has stolen the purse.

Ans :- who

4. He identified a girl who\whom we found to be the main culprit.

Ans :- whom

5. He is the person who/whom we appreciate for hard work.

Ans :- whom

6. I know the boy who/whom they say has stolen the purse.

Ans :- who

Rule 37:

Concept of One/Ones/One's

ONE → Pronoun
ONE → Adjective

Ex.:-

A. One of the students was present.
(Pronoun)

B. One student was present.
(Adjective)

C. One should help others.
(Pronoun)

Ex:-

(d) One should do one's / their duties oneself /themselves.

Ans :- one's & oneself, because the possessive case of one is one's.

(e) Gandhiji said that one should respect their /one's religion.

Ans :- one's, because whenever "one" refers to a sense of "everybody," we use the possessive "one's."

(f) One of the students forgot to bring his / her /their /one's book.

Ans :- his

(g) I don't want the blue pen. I want the red one.

Ans :- The sentence is correct.

(h) I don't want the blue pens. I want the red ones.

Ans :- The sentence is correct.

Rule 38:

Pronoun and Subject-verb agreement

(1) The students as well as the teacher did his /their work.

Ans :- their, because when two subjects are joined by with,along with, except, as well as, together with, besides, etc. the verb is according to the 1st subject. If the subject is singular, the verb will be singular and the subject is plural, the verb will also be plural.

(2) He was one of those students who completed his / their project on time.

Ans :- Their, because "who" is used for students as a relative pronoun.

(3) Neither Ram nor his friends brought his / their documents.

Ans :- their, because when two subjects are joined by or, either-or, neither-nor, not only-but also, the verb will be according to the nearer subject to the verb.

(4) The treasurer and secretary gave his / their consent.

Ans :- his

(5) The treasurer and the secretary gave his / their consent.



Ans :- their

(6) He was only one of the students who completed his / their work on time.

Ans :- his

(7) One of the students forgot to do his / their work.

Ans :- his

8) Everybody should respect his / their elders.

Ans :- his

9) All should do his / their work.

Ans :- their

10) Nobody was ready to leave his / their seat.

Ans :- his

Rule 39:

ARRANGEMENT OF PRONOUNS

(1) When in a normal sentence there are 1st, 2nd and 3rd persons, the arrangement is 231

Ex:-

1. You, he and I are responsible for the mistake. ✗

Ans :- I, you and he

(b) In case of plural pronouns, the arrangement is 123

Ex:-

1. We, you and they will attend the meeting. ✓

(2) When in a sentence, there are 1st and 2nd persons, the arrangement is 21

Ex:-

1. I and you are ready for the task. ✗

Ans :- You and I

(3) When in a sentence, there are 2nd and 3rd persons, arrangement is 23

Ex:-

1. He and you have finished the work.

Ans :- You and he

(4) When in a sentence, there are 1st and 3rd persons, the arrangement is 31

Ex:-

1. I and Priya will complete the work on time.

Ans :- Priya and I

Note:



Whenever a sentence contains all three persons, meaning 1st, 2nd, and 3rd person, the possessive case will be according to the 1st person. If it involves the 1st and 2nd persons, then it will be according to the 1st person's possessive. If it involves the 1st and 3rd persons, then it will also be according to the 1st person's possessive. If it involves the 2nd and 3rd persons, then it will be according to the 2nd person's possessive.

(a) You, he and I will complete your / his / my / our work.

Ans :- our

(b) You and I will complete your/my/our work.

Ans :- our

(c) Ram and I will complete your/my/our work.

Ans :- our

(d) You and he will complete your/his work.

Ans :- your

(e) You as well as I is/are ready to do the work.

Ans :- are. Whenever the subject is joined by "as well as," the verb will agree with the first subject.

(f) Ram and I is/are/am intimate friends.

Ans :- are

(g) Ram or I is/am/are intimate friends.

Ans :- am, When joined by "or," the verb will according to the nearer subject (I).

Rule 40:

Use of Enough

Enough:- 1. It acts as an adjective as well as an adverb.

2. It takes adjective of positive degree.

Ex.

a. We haven't got enough money to complete the project. ✔

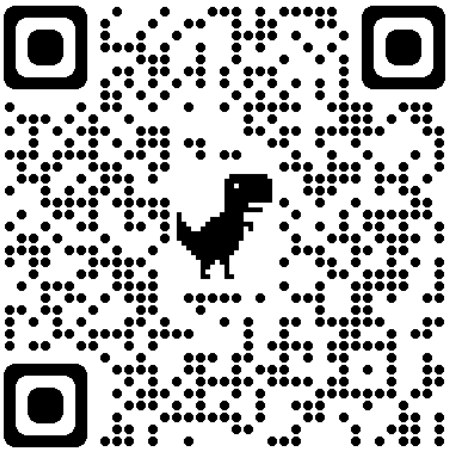
b. She is smart enough to handle the situation.

c. He is enough tall to be selected in the basketball team.

Ans :- Replace “enough tall” with “tall enough”

d. He is wiser enough to do the work on time.

Ans :- Replace “wiser enough” with “wise enough”



MUCH :-

(a) It acts as an adverb as well as an adjective.

(a) It takes an adjective of comparative degree.

(b) It takes Past Participle.

Ex:-

(a) She is very good / better at painting.

Ans :- good

(b) He is very / much smarter than his brother.

Ans :- much

(c) I was much / very shocked to see her pathetic condition.

Ans :- much

(d) The incident was very shocked / shocking.

Ans :- shocking

Rule 41:

USE OF VERY / MUCH

VERY:-

(a) It acts as an adverb.

(b) It takes an adjective of positive degree.

(c) It takes Present Participle.

(e) The book is very / much interesting.

Ans :- interesting

(f) The matter has been much / very discussed.

Ans :- much



Rule 42:

TOO MUCH / MUCH TOO

Too Much :-

(a) It takes a NOUN with it.

(b) The term "too much" can be used in both positive and negative sentences.

Much Too:-

(a) It takes an ADJECTIVE with it.

(b) The phrase "much too" is used only in negative sentences.

Ex:-

(a) The task given to him is too much / much too difficult.

Ans :- much too, because difficult is an adjective.

(b) There was too much / much too snow on the road.

Ans :- too much, because snow is a noun.

(c) I haven't had too much / much too sleep today.

Ans :- too much because sleep is a noun

(d) The boys are too much / much too lazy to volunteer for extra work.

Ans :- much too because lazy is an adjective.



Rule 43:

Use of So / such

1. So :- Part of the speech is Adverb. It takes an adjective / adverb with it.

2. Such :- Part of the speech is Adjective. It takes a noun with it.

Ex:-

(a) He spoke such / so clearly that everybody understood his point.

Ans :- so, because clearly is an adverb.

(b) He is so / such an idiot that he doesn't know the capital of his country.

Ans :- such, because idiot is a noun.

(c) He is so / such strong that he can do the work easily.

Ans :- so, because strong is an adjective.

Rule 44:

Position Of Adverbs

Adverbs of frequency are always used before a VERB.

Ex: Always, never, seldom, rarely, scarcely, often, etc.

1. He helps me never.

Ans :- This sentence is incorrect. Because an adverb of frequency always comes before the verb.

Correct Sentence :- He never helps me.

2. He comes often to my house.

Correct form :- He often comes to my house.

3. She is always making the same mistake.

Ans :- This sentence is correct. Because whenever two verbs, namely auxiliary and main verb, appear together, the adverb of frequency will be placed between them.

Rule 45:

MPT :- (1) Adverb of Manner

(2) Adverb of Place

(3) Adverb of Time

The meaning of the MPT rule is that whenever a sentence contains Adverb of Manner, Adverb of Place, and Adverb of Time, they should be arranged in the following manner: first, Manner; then, Place; and finally, Time.

Ex.

(a) The girl sang beautifully last night at the party.

Ans :- This sentence is incorrect. Because the position of MPT is wrong.

Correct Sentence :- The girl sang beautifully at the party last night.

(b) Come at 7 o' clock to my house.

Correct form :- Come to my house at 7 o'clock

(c) They last evening went to Jaipur.

Correct form :- They went to Jaipur last evening.

d) He spoke loudly yesterday at the meeting.

Correct form :- He spoke loudly at the meeting yesterday.

Rule 46:

USE OF "ONLY"

The word "ONLY" should be placed immediately before the word it modifies or describes.

Ex:-

(a) Only she can speak. ✔

Explanation :- Here, "only" is describing "she." (She alone can speak.)

(b) She can speak only. ✔

Explanation :- Here, "only" is describing "speak." (She can only speak.)

(c) He only spoke and everybody was silent.

Ans :- Replace "He only" with "Only he" because here the comparison is

between "he" and "everybody," not between "spoke" and "everybody."

(d) She only answered two questions.

Ans :- Remove "only" and add it before "two" because here "only" is describing "two."

(e) The only death of her son was shocking.

Ans :- Remove "only" and place it before "son" because here "only" is describing "son."

(f) She only eats strawberries for dinner.

Ans :- Remove “only” and add before strawberries.

(g) They only work when they need money.

Ans :- Remove “only” and add before when.

Rule 47:

Uses of Adverbs and Inversion

Inversion :- The occurrence of the verb before the subject is called inversion. Generally, inversion is used in interrogative sentences. However, in some sentences that begin with adverbs, inversion also occurs.

Some adverbs take inversion.

Such as:- Never, not, few, little, hardly, scarcely, too, so, etc. These adverbs will only cause inversion when the sentence starts with them.

Ex.

(i) He never helps me. ✔

(ii) Never he does help me. ✘

(iii) Never does he help me. ✔

(iv) Never I have met a person like him. ✘

(v) Never have I met a person like him. ✔

(vi) I have never met a person like him. ✔

(vii) He hardly attended the classes. ✔

(viii) Hardly he did attend the classes. ✘

(ix) Hardly did he attend the classes. ✔

Rule 48:

Use Of Articles:

A/An is an indefinite article whereas the is definite article.

We do not usually use an article before a name, but sometimes we do. Doing so changes its meaning. If you want to indicate a particular quality of a person, you can use "the."

1. A Mr. Ram has come to meet me. ✔

Explanation :- A Mr. Ram means any Mr. Ram. Here, it is talking about any Mr. Ram.

2. Mr. Ram has come to meet me. ✔

Explanation:- "Mr. Ram" means it is specifically referring to a particular Mr. Ram.

3. The Newton was a great scientist. ✘

4. He is the Newton of our class. ✔

Explanation :- Because here we are talking about the quality of Newton, stating that he is the Newton of our class.

5. The Shakespeare was a great dramatist. ✘

6. Kalidas was the Shakespeare of India. ✔

7. Judge in him prevailed upon and he sentenced his own son to death.

Ans :- Add "the" before "judge" because he is not just any judge. We are talking about the quality of the judge within him.



Rule 49:

1. The is used before Superlatives Degree.

Ex:

a) He is the best boy in the class. ✔

b) She is the tallest girl in the family. ✔

2. The is also used before Ordinals (First, second, third, etc.)

Ex:

a) The first chapter of the book is interesting. ✔

b) Our class is on the second floor. ✔

3. The word "the" is used before the comparative degree when making a comparison using "of." However, when "than" is used for comparison, we do not use "the."

Ex:

a) He is the better of the two boys. ✔

b) He is the better than the two boys. ✘

Ans :- Remove “the” before better.

Note:

Sometimes, even when "of" or "than" is not used for comparison, we still use "the."

a) The higher you go, cooler you feel.

Ans :- Add “the” before cooler

b) Greater the demand, the higher the price.

Ans :- Add”the” before greater

c) The more electricity you use, higher your bill will be.

Ans :- Add “the” before” higher”

Rule 50:

When two subjects or things are thought of as a single unit, article is used before the first subject.

Ex:

1. He was ready with a cup & a saucer.

Ans :- Remove "a" before "saucer" because both "cup" and "saucer" together function as a single unit.

2. He was ready with a cup and saucer. ✔

3. He introduced me to his friend who is a singer and a scientist.

Ans :- Remove "a" before "scientist" because "a singer" and "a scientist" imply two different persons, but here the conversation is about the same person (friend), so the use of "a" will be consistent with the first subject mentioned.

4. He introduced me to his friend who is a singer and scientist. ✔

Rule 51:

When we talk about a person or thing in general sense, no article is used.

But when a person or thing is particularised, article is used,

Ex:

1. Man is mortal. ✔

Explanation :- Here, it is talking about a general "man," so we will not use "the."

2. I saw the man in the forest. ✔

Explanation :- Here, it is talking about a specific man, so we will use "the."

3. Water is essential for life. ✔

Explanation :- Here, it is talking about general water, so we will not use "the."

4. The water of the river is dirty. ✔

Explanation :- Here, it is talking about specific water, so we will use "the."

5. Gold is a precious metal. ✔

6. The gold of this ring is of inferior quality. ✔



Rule 52:

No article is used with certain idiomatic phrases like – in danger, in demand, on fire, in problem, by mistake, in detail, in conclusion, in difficulty, in hope, by train, by bus, in confusion, in debt, in anger etc.

Ex:

1. The house was on a fire. ✗
2. The house was on fire. ✓



Rule 53:

No article is used before the names of languages.

Ex:

1. He studied the English at home. ✗
2. He studied English at home. ✓
3. The English defeated the French. ✓

Explanation :- Here, The English refers to 'The British'.

4. The French is spoken by the French.

Ans :- Remove "the" from 1st वाला French. Because 1st वाला the French का मतलब language है और 2nd वाला the French means the people of France होता है।



Rule 54:

Uses of SINCE / FOR



SINCE :- It denotes definite "POINT OF TIME."

FOR :- It denotes "LENGTH OF TIME." (Duration)

Ex :-

(a) He has been living here since/ for a month.

Ans :- for

(b) He has been living here since/ for January.

Ans :- since

(c) I have known him since/ for 2014.

Ans :- since

(d) I have known him since/ for a year.

Ans :- for

(e) He has been working since / for Monday.

Ans :- since

(f) He has been working since / for a week.

Ans :- for

(g) He has been working since / for last week.

Ans :- since

(h) He has been working since / for last two weeks.

Ans :- for, because since के साथ plural का use नहीं करते है।

(i) The custom has been in prevalence since / for time immemorial.

Ans :- since

(j) He has been playing cricket since / for childhood.

Ans :- since, जब stage of life हो जैसे infant, toddler, childhood, etc. के साथ since का use कर सकते है।

(k) This custom has been in prevalence since / for ancient times.

Ans :- since, Ancient Times, Medieval Times & Modern Times हो तो इसके साथ since का use करते है क्योकि ये सब सारे words point of time को indicate करते है।

Note :-

1. Since का use perfect and perfect continuous में होता है।

2. For का use Indefinite, perfect and perfect continuous तीनो में होता है।

Ex:

1. He worked for two days. ✔

2. He has worked for two days. ✔

3. He has been working for two days. ✔

4. He has worked since Monday. ✔

5. He has been working since Monday. ✔

Rule 55:

Note:-

कुछ ऐसे भी transitive verbs होते है जो preposition नहीं लेते है पर वही verb अगर noun का काम करे तो preposition लेता है।

Ex :-

(1) The thief attacked on the boy.

Ans :- Remove "on" (attacked is a verb)

(2) There was an attack on the boy. ✔ (attack is a noun)

(3) He ordered for two cups of coffee.

Ans :- Remove "for" (ordered is a verb)

(4) He gave an order for two cups of coffee. ✔ (order is a noun)

5. Will you order for a cup of coffee?

Ans :- Remove "for" (order is a verb)

6. He emphasized on the point.

Ans :- Remove "on"

7. He put emphasis on the point. ✔

9. Television affects on our eyes.

Ans :- Remove "on"

10. The poet described about the spring season.

Ans :- Remove "about"

11. The students are awaiting for the result.

Ans :- Remove "for", but waiting के साथ for का use कर सकते है।

12. Despite of hard work, he didn't succeed in the exam.

Ans :- Remove "of", but inspite के साथ of का use कर सकते है।

13. The police investigated into the matter.

Ans :- Remove “into”, but enter के साथ into लगा सकते है।

14. He violated against the rules.

Ans :- Remove “against”

15. The king invaded on the territory.

Ans :- Remove “on”

16. He resembled to his parents.

Ans :- Remove “to”

Rule 56:

MADE OF / MADE FROM

MADE OF :- When the basic material doesn't change in the process of making an object. In other sense, we can say physical change

MADE FROM :- The basic material changes. In other sense, we can say chemical change.

Ex :-

(1) Paper is made of / from wood.

Ans :- from

(2) The almirah is made of / from iron.

Ans :- of

(3) Curd is made of / from milk.

Ans :- from

(4) Flour is made of / from wheat.

Ans :- from

(5) Glass is made of / from melted sand.

Rule 57:

Uses of BESIDE / BESIDES

BESIDE :- By the side of

BESIDES :- In addition to

Ex:

1. Beside / Besides English, he speaks French.

Ans :- Besides

2. The pilgrims took some medicines beside / besides food.

Ans :- besides

3. There is a temple beside / besides my house.

Ans :- beside

Rule 58:

Uses of BETWEEN / AMONG

Between :- For two persons/things. It is used when we talk about things which are "SEPARATE" / "DISTINCT."

Among :- For more than two persons/things. It portrays the idea of being part of a "GROUP."

Ex:

(1) The two cats divided the bread between / among themselves.

Ans :- between

(2) Innovation distinguishes between / among a leader and a follower.

Ans :- between

Note :- "Between" can also be used with more than two persons / things as long as they are separate and distinct.

Ex:

1. The negotiations between / among England, America and Russia are going well.

Ans :- between, because among के साथ कभी भी and नहीं आता है।

2. There is a match between / among India, Australia and England.

Ans :- between, because among के साथ कभी भी and नहीं आता है।

Note :- There are certain words which are followed by " BETWEEN"

Ex :-

Distinguish, differentiate, connection, difference, link, relationship, choose, divide.

(1) I didn't want to choose between / among the singers.

Ans :- between

(2) Is there any difference between / among the brothers?

Ans :- between

(3) There is no connection between / among all the incidents.

Ans :- between

(4) Divide the property between / among the members of the family.

Ans :- between

Rule 59:

Uses of IN / INTO

IN :- No change of medium/state

INTO :- Medium/state changes

Ex :-

(1) He dived in / into the river.

Ans :- into

(2) He was swimming in / into the river.

Ans :- in

(3) The students walked in the room.

(पहले से ही room में था)

Ans :- This sentence is correct.

(4) The students walked into the room.

(बाहर से room में enter किया)

Ans :- This sentence is also correct. but the meaning of (3) & (4) will be different.

5. The frog was lying in / into the well.

Ans :- in

6. The frog jumped in / into the well.

Ans :- into

7. The water was in / into the bottle.

Ans :- in

8. He poured the water in / into the bottle.

Ans :- into

9. The residents were in / into trouble.

Ans :- in

10. The residents got in / into trouble.

Ans :- into

11. The pen was in / into the pocket.

Ans :- in

12. He put the pen in / into the pocket.

Ans :- into

13. The filthy roads were changed in / into clean roads.

Ans :- into

14. Translate the passage in / into English.

Ans :- into

15. Translate the passage from Hindi into/in/to English.

Ans :- to, because from के साथ to का use होता है।

Note :-

(1) ENTER (Place) – INTO ✗

(2) ENTER(Place) – IN ✗

(3) ENTER(Place) – NO Preposition ✓

Ex :-

(a) He entered in/into the classroom.

Ans :- Remove "in/into" (no preposition)

Correct Form :- He entered the classroom.

(b) He entered in/into the bank.

Ans :- Remove "in/into"

Correct form :- He entered the bank.

Note:-

जब enter place के sense में हो तो ये कोई भी preposition नहीं लेगा। लेकिन जब enter place का sense ना दे तो preposition लगा सकते है जैसे :-

enter into an alliance ✓

enter into an agreement ✓

enter into a discussion ✓

Uses of THROW / THREW –

INTO ✗

IN ✓

Ex :-

(a) He threw the paper in/into the dustbin.

Ans:- in, because threw के साथ in का use होता है।

(b) He threw the bucket in/into the river.

Ans:- in, because threw के साथ in का use

Rule 60:

Uses of OF/OFF

OF :-

(1) It shows possession/ownership

(2) It shows cause/reason

(3) It shows what something is made of

(4) It also used for choice/selection

Ex :-



1. The dramas of Shakespeare are very interesting. ✔ (possession)

2. He died of cancer. ✔ (cause)

3. The water of the Ganga is dirty. ✔ (origin)

4. She wore a necklace made of gold. ✔

Note :-

Given below are some fixed prepositions:-

(1) He died of Malaria. (disease) ✔

(2) He died in an accident. (accident) ✔

(3) He died from wound. (injury/over-eating) ✔

(4) He died of hunger. (starvation/thirst) ✔

(5) He died with grief. (shame/sorrow) ✔

(6) He died by violence. ✔

(7) He died in the Gujarat riots. ✔

(8) He died for his country. ✔

Off :- It is used for separation/detachment

1. Switch of/off the fan.

Ans :- off

2. The wheel came of/off the cart.

Ans :-off

3. The plane took of/off.

Ans :- off

Note:-

1. Switch off the fan. ✔

Put off the candle. ✘

Because put off means postpone, so we can use put out which means extinguish.

2. Dispose/rid/rob/acquit/shortage/ deprive/guilty/accused/keepclear/lack / devoid के साथ of का use होता है।

3. Dispense के साथ with का use होता है।

4. Vex with a person

5. Vex at a thing

Uses of WITH / BY

WITH :-

(1) It is used to indicate "being together."

Ex :-

(a) I will be with you shortly. ✔

(b) He was working with his sister. ✔

(2) With का use instruments / weapons के लिए करते है और जिसके द्वारा किया जा रहा है तो by का use करते है (by the doer).

Ex :-

(a) He opened the box with / by a screwdriver.

Ans :- with

(b) He cut his finger with / by a knife.

Ans :- with

(c) I wrote the answers with / by a blue pen.

Ans :- with

(d) I wrote the answers in blue ink. ✔

BY :-

(1) It is used in sense of NEAR/CLOSE/BESIDE/NEXT TO

Ex :-

(a) The house is by the lake. ✔

(b) She came and sat by me. ✔

(c) I will stand by you through thick and thin. ✔

(2) "BY" also indicates the "DOER" in passive voice.

Ex :-

(a) The work was done by him. ✔

(b) She was taken to the hospital by her friends. ✔

(c) He was killed by / with a dagger by / with a highwayman.

Ans :- with & by